

**HAZLETON AREA HIGH SCHOOL
ATHLETIC DEPARTMENT
1601 West Cougar Road
Hazleton, PA 18202**

**Athletic Director
Asst. Athletic Director
Athletic Office Phone
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**Fred Barletta
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570-459-3139**

TO: All HASD Extracurricular Activity Students and Parent(s)/Guardian(s):

The Hazleton Area School District conducts mandatory, random drug testing for all students participating in any extracurricular activity.

Enclosed is the policy explaining how the process operates. It is very important that you read the entire policy and sign the last page. The signed page must be returned to your coach or advisor before you can become an active member of the team or club.

All students who are members of any extracurricular activity will be randomly selected for testing. The testing process will be conducted by the HASD Nursing Department and Geisinger Medical Laboratories. Should any student refuse to submit to this testing, they will be disqualified from participating in the extracurricular activity.

All students who are members of any athletic team will also find the Hazleton Area School District Athletic Code of Conduct and Interscholastic Sports Insurance Guidelines enclosed. I have included a form that outlines the steps needed to be taken if any injury occurs at practice or at an interscholastic sporting event that requires medical attention. Please follow these procedures to ensure that the bills from the injury are properly addressed.

We thank you for your support in these important matters. Feel free to contact the Athletic Office with any questions or concerns.

Sincerely Yours,

Fred Barletta
HASD Athletic Director

**PRIMARY INSURANCE MUST BE
PRESENTED FIRST TO
HOSPITAL/PHYSICIAN AT THE
TIME OF INJURY**

TO: Parent(s)/Guardian(s) of Hazleton Area School District Athletes
FROM: Hazleton Area School District Athletic Office
RE: Insurance for Sports

The Hazleton Area School District will supply all participants of school related sports activities with insurance from Peoples Benefit Life.

In the event of an injury, the following procedure will be followed:

1. The injury must be reported by the parent(s)/guardian(s) or coach to the athletic director who will report the injury to the Plan's Local Administrator:

Independent Insurance Group
480 Pierce St., Suite 300
Kingston, Pa 18704
1-800-631-1968 or 570-283-6950
Attn: Catherine M. Swoboda
2. Upon notification that your child has been injured, the parent and or guardian will be contacted by Independent Insurance Group. The claim form will be discussed at that time and questions will be asked of you regarding completion of the claim form. It will also be explained to you what you are to do when and if you receive any bills.
3. The claim form will then be mailed to you **for signatures**. Once the form is completed, please return it to Independent Insurance Group in the envelope provided. No bills need be sent at this time, but if you do have bills they can be sent with the claim form.
4. The Athletic Insurance provided is **secondary coverage**, not primary coverage. **This means that all claims must be first submitted to your own personal insurance carrier.** The secondary insurance will cover the first \$100.00 of claims incurred regardless if you have insurance or not. If you have insurance, any procedures submitted for payment to your own insurance carrier, which are approved and not paid for, are to be submitted to Independent Insurance Group for processing. This includes, but is not limited to deductibles, coinsurance, office visits etc. If you have no personal insurance, then the Secondary Coverage provided by Peoples Benefit Life will then become the insured's primary coverage. In this case, all claims incurred must be submitted to Independent Insurance Group for processing.
5. If you have any questions regarding these procedures or a status of a claim, contact Catherine Swoboda, Independent Insurance Group, at 1-800-631-1968.

Athletic Code of Conduct Hazleton Area School District

The philosophy of the Hazleton Area School District's Athletic Program is that a participant is a student first and an athlete second. In the Hazleton Area School District Athletic Program, a student-athlete is expected to make academic progress and represent the school and our community appropriately as a young lady or gentleman. In order to accomplish these objectives every student-athlete must be accountable to observe the rules and regulations of the Athletic Code of Conduct of the Hazleton Area School District.

The rules and regulations cover in school and at school sponsored and coach sponsored events.

1. A pupil shall be eligible for practice or participation only after completing and returning the PLAA consent form, completing the required physical examination, and returning a signed parent-student contract to his coach.
2. Absence from school the day of a contest/practice, unless it has been previously approved by the administration, prohibits the student from participation in any athletic activity that day. Absence on the most recent school day disqualifies the athlete from participation on the ensuing off day(s) that follow. It will be the coach's responsibility to check on the absenteeism of their players.
3. Students not in attendance after 9:00AM will be considered absent for purposes of determining eligibility for practice or game participation. A student may be allowed to participate if approved by the building administrator.
4. Athletes, as school representatives, are expected to uphold high standards at all times unbecoming conduct that reflects upon the reputation of the team or school, is grounds for dismissal. Decisions concerning dismissals will be made by the coach and the administration. Reasons for dismissal or suspension from interscholastic athletics include, but are not limited to:
 - a. The use of alcohol or illegal substance as per HASD policy, during school, or at school sponsored activities. This would include coming to any school sponsored activity or any activity sponsored by a coach under the influence of alcohol or drugs or a positive result of a school district drug screening.
 - b. Involvement in any alcohol or drug related incident while a member of any school sponsored athletic team.
 - c. Suspension from school two times during the school year. In the case of the second suspension, return to the team will occur only after administration, parent and student meet. A contract will be signed delineating expected future behavior. Consequences for additional suspensions will include removal from all extra

curricular activities for a minimum of one calendar year from the date of the 3rd suspension.

- d. Failure to meet the required academic standards established by the PIAA and Hazleton Area School District. For block scheduling, students must be passing three full credit classes per semester. For traditional scheduling, any student failing more than two full credit classes will be ineligible. All academic ineligibilities are enforced Sunday through Saturday.
- e. Such other unbecoming conduct that a coach or the administration may deem as appropriate grounds for discipline, including suspension or dismissal from a squad, will be considered on a case by case basis by the coach, athletic director, and administration.

*Students in violation shall be ineligible for a period of 20 school days or 28 calendar days, and/or until the student has enrolled in and is participating in a treatment program approved by the school administration. Return to the sport will occur only with a fitness for return letter from the treating agency or practitioner. The student athlete and his/her parents will sign a release of information with the treatment agency or individual to permit the district to receive regular reports indicating only whether the athlete is compliant with treatment, a general statement of their cooperation, and the nature of their discharge once it occurs.

Hazleton Area High School

Extracurricular Activities Drug and Alcohol Policy

Rationale

The Hazleton Area School district is committed to programs that promote student safety, health and well being, and also successful school performance. In support of these commitments, a Random Drug and Alcohol Testing Policy has been developed that seeks to establish an environment free from the adverse effects of drugs and alcohol for all students involved in extracurricular activities.

The purpose of this policy is to aid all students involved in extracurricular activities who need help for an alcohol or drug related matter. The policy is designed to help our students achieve and/or maintain a state of health free from the problems created by either alcohol or drugs.

Expectations and Prohibitions

All HASD students are expected to arrive at school free from the effects of alcohol or non-prescribed mood altering drugs.

All HASD students are expected to refrain completely from the use of illegal or non-prescribed drugs and from the use of alcohol.

1. The following acts are expressly prohibited by any student:
 - a. The use, possession, transportation, solicitation, and/or sale of illegal or non-prescribed, controlled drugs or alcohol while at school or at any school or coach initiated activity.
 - b. The misuse of over the counter or prescription drugs.
 - c. The condition of being under the influence of alcohol or non-prescribed drugs or recovering from the abuse of alcohol or non-prescribed drugs at school or any school based or coach initiated activity.
2. Random drug and alcohol testing and anabolic steroids – Each season, the student and parent/guardian are required to sign a contract authorizing the school to request that, anytime and without prior warning, the student may be randomly selected to provide a urine sample that will be tested for various illegal substances. The process involves the following steps:
 - a. Testing for the following: cannabinoids, cocaine metabolites, amphetamines/methamphetamines, opiates, benzodiazepines and 24 anabolic steroids.
 - b. Collection by an independent company to include a Chain of Custody System to insure the legal integrity of the collected samples and complete confidentiality.
 - c. All initial screens are performed by emit methodologies, with all positive results immediately confirmed by Gas Chromatography/Mass Spectrometry.

- d. All results will be submitted to the Supervisor of School Health with copies forwarded to the HASD Athletic Director within 24 hours. Confirmations of positives will normally follow within 48 hours of initial screen. Results of the anabolic steroid panel will be made available 5 to 7 days from receipt of sample.
 - e. All parents/guardians of the student will be promptly notified upon receipt of any positive test result.
 - f. A student who tested positive will be required to meet with the building principal, athletic director and parents/guardian and will follow the guidelines under consequences in this policy.
 - g. Any student who knowingly or willfully attempts to alter a sample for testing will be subject to disciplinary action by the HASD Administration including, but not limited to suspension.
 - h. Any failure to comply with this random drug screen will be assessed as willful misconduct violating terms of this policy and the student will be immediately suspended from the District athletic teams
3. The District also reserves the right to search for drugs and alcohol on District property when reasonable suspicion exists as defined by existing District policy.
 4. The District also reserves the right to screen a student upon reasonable suspicion that they have violated the provisions of paragraph 1. above. Screening means either a personal interview with the coach or District administrator who will be accompanied at all times by a security officer or other representative of the administration who has been summoned for that purpose. If the behavior occurs at a game or activity, the monitor will summon the representative of the administration.
If reasonable suspicion exists, the parents of the student will be notified and requested to meet the student and a school District representative at the licensed testing facility used by the district where the child shall be taken for the purpose of testing of body fluids that may include blood or urine, or breath.
 5. Students or their parents must advise their coach/advisor in advance if they are taking any medication with potential mood altering or prescription/coordination altering effects. In the case of controlled drugs, they must give the school nurse a photocopy of their prescription.
 6. Nothing in this policy shall preclude a coach from establishing an additional code of expected behavior for their students conduct during out of school activity.

Consequences

1. In the event a student is found under the influence of alcohol or other non-prescribed drugs, that individual will be immediately suspended from the team and directed to undergo an alcohol and drug evaluation at a facility licensed by the PA Department of Health, Bureau of Drug and Alcohol programs as an

alcohol or drug counseling center. The student and/or their parent(s)/guardian(s) is/are expected to sign any requested release of information forms to enable the District to receive a letter with a summary report of the evaluation and its recommendations. The District will not review the content or details of the evaluation. Reports will be received by the athletic director and school nurse. In addition to the consequences stated, there may be additional consequences for violating the general drug and alcohol policy of the Hazleton Area School District.

2. The student will be expected to comply with any terms or recommendations of the evaluation. He or she may return to the team or club only upon a letter of release from the evaluating facility, which may also specify additional recommendations such as continuing treatment or support group attendance. In such cases, the student will be expected to comply with those continuing recommendations as a condition of team involvement. Regular reports from the treating agency or individual will be permitted with the content limited to: (a.) a statement of whether or not the individual is still in treatment, and (b.) a general statement of progress being made and cooperation experienced. The District will not receive or review details of any counseling sessions. Reports will be received by the athletic director and school nurse.
3. Those students who tested positive and have successfully complied with all of the above, will be required to be re-tested before the start of any other extracurricular season.
4. If, following or during treatment, the student is found positive in any subsequent test, they will be immediately dismissed from the team or club. Reinstatement as a participant in District sponsored athletics or clubs is possible after successful completion of treatment, including compliance with recommended aftercare, a meeting with the student, their parent(s)/guardian(s), the coach/advisor and the administration represented by the athletic director, principal, and vice principal.

Benefits and Assurances

Students are encouraged to seek service for themselves. Students who independently seek services are assured that no information about services provided will be given to the District unless they so desire. It is a violation of Federal Law to do so. The benefits of this program are many, including providing to the student and their family a discrete and confidential atmosphere in which to discuss concerns and determine the best course of action.

We greatly value you and the talent that had made you a student of the Hazleton Area School district, and hope to offer you every opportunity to resolve those concerns you may have.

To make the above policy most effective, we will:

1. Make every effort to clarify points within the policy to better help you comply with them.
2. Assure you that any request for help, which you independently initiate, will be handled promptly and confidentially.
3. Give you written assurance of the confidentiality of your records according to Federal Law, and will abide by the law.
4. Hold regular meetings with you and your teammates in an ongoing effort to continue drug and alcohol prevention efforts and to refine this policy and make adjustments to it as may be necessary for the welfare of everyone concerned.